

Geauga Public Health
Board of Health Meeting Minutes
December 16, 2019, 5:00 p.m.
470 Center Street, Bldg. 8, Chardon, OH 44024

1. Call to Order

Mr. David Gragg, President, called the monthly meeting of the Geauga County Board of Health to order at 5:04 p.m.

A roll call found the following Board members present: Mr. David Gragg, President, Mr. Richard Piraino, Pro-Tem, Mrs. Catherine Whitright, and Ms. Lynn Roman. Dr. Patricia Levan was not present.

Staff members present: Thomas Quade, Health Commissioner, David Sage, Director of Environmental Health, Alta Wendell, Director of Administration, Dr. Christine Wyers, Director of Population Health, and Karolyn Johnson, Fiscal Coordinator.

Others present: Adam Litke, Fiscal Consultant and Dr. Bradley Moritz, Medical Director.

2. Pledge of Allegiance

Mr. Gragg asked everyone to stand and recite the Pledge of Allegiance.

3. Approval of Board Minutes

Ms. Roman moved to approve the minutes from the November 18, 2019 regular meeting with changes. Mrs. Whitright seconded the motion. Motion carried.

4. Environmental Health Update

Mr. Sage explained that a subdivision is under orders from OEPA to have a public sewer system installed. Orders were from 2014. The county commissioners and Department of Water Resources have been working on funding to build the sewer plant. Two residents have filed a motion with probate court against it. The probate court judge wants the health district to evaluate the septic systems of all 150 homes within the next 6 weeks. This is beyond the health district's capacity, but we are exploring other avenues. The request for the evaluations of the homes is to get data in support that the sewer is not needed.

Mr. Sage indicated there are approximately 23 on-lot sewage systems in this subdivision. The rest are off-lot discharging system. It would take six to twelve months to complete the evaluations of all the systems. Mr. Quade and Mr. Sage will attend a hearing soon to discuss the evaluation of the systems and the cost involved.

5. Population Health Update

Mr. Quade explained a recent change in personnel. He stated that it was a very difficult decision. There were many management plans that were not met. Dr. Wyers stated that she and her team are working to assure the tasks for the grants are redistributed to assure deliverables are met. A posting for a new health educator is being prepared.

Dr. Wyers has sent out postings for PRN nurses. These nurses would assist as-needed when we have large clinics or tasks. She has already received resumes in response.

The first Safe Communities meeting is being held soon. An event is scheduled later in the week at the Middlefield Walmart. Information will be distributed about drunk driving.

Lake County General Health District recently submitted the PHEP grant. Geauga Public Health and Lake County are working together on this grant for the next four years. We receive approximately \$13,000.00 for our portion of the grant. This grant covers the salary for the Emergency Response Coordinator and part of a health educator.

The nurses continue to visit local physicians' offices to offer suggestions to increase the rates of vaccinations as part of the Get Vaccinated Ohio grant.

It has been a quiet month for communicable diseases in the county. The epidemiologist is currently working on one Norovirus investigation.

The Hospital Council of Northwest Ohio is currently working on the final edits for the Community Health Improvement Plan from community partners. We expect to have the final report soon. Mr. Quade stated he was very happy to see that the community partners actively participated in the process.

6. Administration Update

Mrs. Wendell reported the new furniture was delivered and assembled and Mrs. Tvergyak has transitioned Vital Statistics into the main clerical area. One clerk will remain in Population Health to provide support to the nurses. She will continue to cover for Vital Statistics when needed.

The new clerical staff are getting adjusted to their roles. The new file clerk has done a great job getting some things caught up. We are currently re-evaluating how some of the tasks are done and setting processes in place to make the office run more efficiently. Standard Operating Guidelines are being updated as the processes are worked out. Even though most everyone is learning new tasks, the energy and attitude of the group is upbeat.

a. Finance Report

Mrs. Johnson explained some variations in the revenue and expense items shown on the finance report. She found that when running the reports for previous months, items actually posted after she ran the reports. She stated she has reviewed and corrected those months that were incorrect. The fix for this is to run reports a few days further into the month.

The exit interview for the 2017-2018 audit has been scheduled for December 18, 2019. All Board members are encouraged to attend.

Mr. Piraino moved to approve the December 2019 financial report as recommended by the health commissioner. Ms. Roman seconded the motion. Motion carried.

7. Health Commissioner Update

Mr. Quade stated he will be on vacation but there will always be a person-in-charge. He will still be reachable if needed.

The health district holiday party is being held December 19, 2020. We will be closing the office so the staff can all enjoy the party. The Board were all invited.

8. Old Business

a. 2017-2018 Audit

Mr. Litke explained some of the items the State Auditor will be discussing at the exit interview. Items that were noted in the report either have been or are in the process of being corrected. Mr. Litke stated that this audit is better than the 2015-2016 audit.

9. Executive Session

Mr. Piraino moved to enter into Executive Session to discuss the health commissioner's contract and the compensation of personnel at 6:17 pm. Ms. Roman seconded the motion. Motion carried with a roll call vote. Mr. Gragg, yes; Mr. Piraino, yes; Mrs. Whitright, yes; and Ms. Roman, yes. The public meeting reconvened at 6:35 pm.

10. New Business

Mr. Piraino moved 12.16.19-a to approve the 5-year contract with Thomas Quade, Health Commissioner. Mrs. Whitright seconded the motion. Motion carried.

b. Board of Health meeting schedule beginning February, 2020

The discussion regarding changing the regular meeting of the Board was tabled until the January 27, 2020 meeting.

11. Meetings

Regular Board of Health Meeting, Monday, January 27, 2020 at 5:00 p.m. at 470 Center St., Bldg. 8, Chardon, Ohio.

12. Adjourn

As there was no further business to come before the Board, the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Thomas Quade
Secretary, Geauga County Board of Health

a